

Baraboo Community Development Authority
Minutes of the Executive Committee
Thursday May 7, 2019

The meeting was called to order by Chairperson Wastlund at 6:00 P.M. in the Community Room, Corson Square Apartments 920 Tenth St, Baraboo, WI 53913

1. Roll Call

Present: Wastlund, Fordham, Koehler

Absent: None

Staff: Patrick Cannon

2. Note of Compliance with Open Meeting Laws

The Chair noted that the agenda was posted in compliance with the Wisconsin State Statutes.

3. Approval of Agenda

A motion was made to approve the Agenda as presented

Koehler (1); Fordham (2)

Aye: All via voice vote

4. Approval of Minutes

April 2, 2019

A motion was made to approve the Minutes as presented

Fordham (1); Wastlund (2)

Aye: All via voice vote

5. Public Comment

No one from the public wished to speak.

6. Old Business

A. Building progress update

Staff indicated that Zimmerman Architectural has submitted their payment regarding the two change orders.

7. New Business

A. Consideration and discussion of Residential Storage Policy.

Staff noted that based upon prior discussion, the original policy draft was separated into a policy regarding the individual units and one for the common area. Each policy was reviewed and minor adjustments were made.

B. Consideration and discussion of Common Storage Area Policy

Staff again noted that this policy was created based upon prior discussion of the Committee.

After careful review of both proposed policies, the Committee moved to recommend to the Board the approval of both with minor adjustments.

Motion:

To recommend to the fill CDA Board the Resident Storage Policy and the Common Storage Area Policy as revised.

Fordham (1); Koehler (2)

Aye: All via voice vote

Nay: None

C. Consideration and discussion of Laundry Equipment and Room Use Policy

Staff provided a revised draft policy based upon prior discussion.

After careful review the Committee moved to recommend to the Board approval of the policy with minor changes.

Motion:

To recommend to the CDA Board the Laundry Equipment and Room Use Policy as revised.

Koehler (1); Fordham (2)

Aye: All via voice vote

Nay: None

D. Consideration and discussion of Rent Collection Policy

Staff noted that the Rent Collection Policy is a summary of the current practices of the CDA. Staff would like to formalize these into a policy.

The Committee reviewed the draft policy and approved its contents. A motion was made to forward the Policy to the Board for their approval.

Motion:

To recommend to the CDA Board the Rent Collection Policy.

Koehler (1); Fordham (2)

Aye: All via voice vote

Nay: None

8. Board Member Comments

Joan is Happy

9. Adjournment

A motion was made to adjourn the meeting at 6:39 P.M.

Fordham (1); Koehler (2)

Aye: All via voice vote

Approved by Executive Committee on:

Carolyn Wastlund, Chair

Patrick Cannon, Recorder